



## BIG MOUNTAIN SEWER DISTRICT

PO Box 1252  
Whitefish, Montana 59937

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### Board of Directors Meeting

October 8, 2019 9:00 am

Northern Lights Conference Room, Kandahar Lodge

1. CALL TO ORDER President Graves called the meeting to order at 9:00 a.m.  
Present – Bob Lund, Bob Riso, Sandie Carpenter, Jason Hanchett, Leslie Bales, Brad Kincaid, Paul Montgomery, and Brett Oemichen.
2. INTRODUCTIONS – Graves introduced Paul Montgomery from Anderson-Montgomery whose firm completed the Inflow & Infiltration study for the BMSD this past summer. Paul Montgomery introduced himself as president of Anderson-Montgomery. Graves also welcomed Brad Kincaid, CFO of Wintersports shared he is interested in becoming a new member on the BMSD board. Brett Oemichen, 113 Ridge Top Drive, said he is fairly new to the mountain, and the topic seemed interesting.
3. PUBLIC COMMENT – no comments.
4. PRESENTATIONS

Paul Montgomery gave a presentation with the results of the INFLOW & INFILTRATION STUDY & Plan of Action completed by Anderson-Montgomery this summer for the Big Mountain Sewer District. (copy attached)

Montgomery showed the purpose and scope, outlined the project area, helped identify sources of I&I, recommended sources to reduce I&I, with the ultimate goal to reduce the cost for treatment to BMSD. Montgomery stated the groundwater is very high on the mountain, and it takes constant vigilance to try to control infiltration and inflow. Montgomery showed maps with flowmeter locations to assist with the I&I study. Montgomery showed through flowmeter readings that Elk Highlands output does not have a problem, the need is to focus on the Village Basin, where the study showed high infiltration (almost 1,500 gpd/in.mile).

Montgomery stated the next step was to study the actual manholes, and then showed the results of the manhole velocity study, with spreadsheet showing the flow from manhole to manhole. Montgomery continued that the cost to treat “clear” water in 2018 is estimated at approximately \$96,000 additional paid to the City of Whitefish for treatment. Inflow can be identified by inventory all manholes for inundation, inspect all castings/rings for watertightness, and inventory all roof drains and foundation sumps. Infiltration is much harder to identify but should be monitored. Montgomery went into fix methods, outlining the process of CIPP liner and how it fixes sewer mains with the least interruption. Discussion followed. Hanchett interjected that first we need to do the cameraing

to identify the problem areas, then work to decide upon the methods of correction. Montgomery agreed, stating he will be available to help BMSD through the process. Graves suggested Hanchett continue to review and inspect manholes, working with Montgomery, and reporting to the Board. The Board agreed. Discussion continued with Montgomery outlining focus on the problem areas and how to move forward, including which projects have already been budgeted for.

## 5. REVIEW OF MINUTES

### a. June 25, 2019

Carpenter made motion to accept the minutes of the June 25, 2019 meeting; second by Ruoff. Motion carried unanimously.

### b. August 6, 2019

Carpenter made motion to accept the minutes of the August 6, 2019 meeting; second by Ruoff. Motion carried unanimously.

## 6. FINANCIAL REVIEW

- Balance Sheet

Ruoff asked when the Parkside CD would mature. Bales replied June of 2020, so it should be perfect timing for funding repairs due needed due to the inflow and infiltration study. Ruoff made motion to approve the balance sheet; second by Lund. Motion carried unanimously.

- Income Statement

Ruoff made motion to accept the income statement, second by Lund. Motion carried unanimously.

- Cash Flow

Ruoff made motion to accept the cash flow statement, second by Lund. Motion carried unanimously.

- City of Whitefish Usage/fees

Ruoff made motion to accept the City of Whitefish usage fee report, second by Lund. Motion carried unanimously.

- Check Register

Ruoff made motion to approve the check register; second by Carpenter. Motion carried unanimously.

## 7. OLD BUSINESS

### a. Adopt Budget Resolution for FY2020

Carpenter made motion to adopt the FY2020 Budget Resolution, second by Riso. Motion carried unanimously.

### b. City of Whitefish – Sewer Agreement Update – Robert Lund

Lund reported there was no progress made on this, working on procedures for rates. Lund reported he went to three of the last Whitefish city council meetings, visiting with PWD Craig Workman, reporting City Manager Adam Hammatt has resigned so the process is delayed. Ruoff and Lund are working on this issue, anyone else wanting to be involved, please let them know. Ruoff questioned if annexation is inevitable, is it prudent to keep pursuing the changes to the Sewer Agreement. Graves reported in discussions with ex-City Manager Hammatt there



is not a big push to annex, and didn't foresee any action until 2021 at the earliest. Discussion continued, with Ruoff and Lund commenting they will continue to work on this issue.

c. Maintenance Update – Jason Hanchett

Hanchett handed out his maintenance sheet (attached). Hanchett reported Lift Stations 1 & 2 have been pumped and cleaned, the generator stations are pumped and cleaned, and the meter stations have been cleaned. Hanchett continued the East Lakeshore meter has been calibrated and verified, and the line cleaning on the maintenance list has been completed with A-1. Elk Highlands has all been cleaned, and Hanchett reported it had less rock than anticipated. Discussion followed. Hanchett continued manhole resealing has been done on Gelande Drive, one manhole has been replaced due to complete deterioration. Hanchett showed these manholes – A5 and A7 – which were on Montgomery's repair list. A4-1 repair of ovalized pipe was completed last week. Hanchett outlined projects to be completed yet this fall, and the proposed schedule for next spring.

d. BMSD Board – Fill Vacancy left by Graves resignation

Carpenter made motion to accept resignation of Dan Graves effective today, October 8, 2019; second by Ruoff, motion carried unanimously. Carpenter presented Dan Graves with a plaque of appreciation and thankfulness. The Board members thanked Dan for his time and service to the Big Mountain Sewer District.

Lund made motion to appoint Brad Kincaid as a new member of the BMSD Board to fill the vacancy left by Graves resignation. Kincaid replied he was looking forward to serving on the BMSD Board. Motion was seconded by Ruoff and carried unanimously. The BMSD Board welcomed Kincaid.

## 8. NEW BUSINESS

a. Appoint BMSD Board President

Carpenter stated we need to fill the office of President, left vacant due to Graves resignation. Carpenter also shared that she was unable to accept the presidency at this time but would remain as vice. Ruoff nominated Bob Lund as president, second by Riso. Motion carried unanimously.

Lund commented he is also treasurer, so we will need to fill the treasurer position. Carpenter nominated Ruoff as treasurer, second by Riso. Ruoff declined, with Riso withdrawing his second. Ruoff made motion to nominate Kincaid, second by Riso. Motion carried unanimously.

The BMSD Board officers are now –

President – Robert Lund

Vice-President – Sandra Carpenter

Treasurer – Brad Kincaid

Secretary/Administrative Manager – Leslie Bales

Bales will work with the banks to get updated signature cards.

b. 3868 Gelande Street

Lund asked for more details. Hanchett reported the property owner also owns the treehouses, and plan to put in 7 units at 3868 Gelande Street. Hanchett reported Ms. Goodwyn (property owner) has asked for approval to upsize their line and

increase EDU's to 7.14. Hanchett reported when he reviewed the plans for the property it called for an increase in the water line to 2", EDU's to 7.14, and sewer from a 4" to 6" connection. Riso made motion to approve increasing the EDU from 1 to 7.14 for 3868 Gelande St, Ruoff seconded the motion, and the motion carried unanimously.

c. Plant Investment Fees

- i. 148 Orion Drive Lot #19; Johnson \$3383.62
- ii. 1148 Glades Drive Lot #15; Reaser \$3715.30
- iii. 230 Elk Highlands Drive, Lot #32; Andrews \$7864.22

Riso made motion to approve the plant investment fees, second by Carpenter. Motion carried unanimously.

9. WORK SESSION – Rate Study for FY2021

The Board tentatively scheduled the work session for October 29<sup>th</sup>.

10. INFORMATIONAL CORRESPONDENCE (available for review from Administrative Manager)

- a. City of Whitefish PUBLIC NOTICE of public hearing to revise water and sewer rates and policies.
- b. City of Whitefish – payment notice
- c. Montana Rural Water – H2O-News-4-You magazine
- d. City of Whitefish Stumptown Scoop

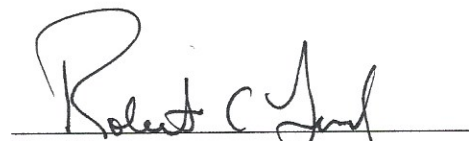
Kincaid requested to speak to the Board for a moment before we adjourn. Kincaid reported he realized when reviewing the Sewer agreement with Winter Sports Inc. that the agreement has been expired since June 2018. Kincaid continued he had prepared a new agreement between WSI retroactive to July 2018, with the same monthly cost for three years (through June 2020), then a 4% increase for FY2021, and 3% for the following years. Discussion followed, with Kincaid being asked to send out a copy of the updated Sewer Agreement with WSI to the Board. Once the Board has an opportunity to review the updated agreement, they will proceed with an email vote.

On October 10, Kincaid made motion (via email) to approve the WSI Agreement as presented by email to the BMSD Board, second by Ruoff. Motion carried with Ruoff, Carpenter, Riso, and Kincaid voting yes.

Next regular meeting tentatively January 14<sup>th</sup>, 9 a.m. at Kandahar Lodge.

Meeting adjourned at 11:07 a.m.

  
Administrative Manager/Secretary

  
President